



Agenda Date: 7/25/2006  
Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randy Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Amendments to Agreements with Cope Family Center, Inc.

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign the following amendments with Cope Family Center, Inc.:

1. Amendment No. 3 to Agreement No. 2731 decreasing the amount by \$3,000 for a new maximum of \$22,000, revising the Scope of Work to incorporate performance measures, and revising the budget to fund a Child Abuse Prevention Council director for Fiscal Year 2006-2007; and
2. Amendment No. 4 to Agreement No. 3724 decreasing the amount by \$13,074 for a new maximum of \$143,023, revising the Scope of Work to incorporate performance measures and further delineate services, and revising the budget to provide parent education, home visiting services, child care, and emergency aid for Fiscal Year 2006-2007.

### **EXECUTIVE SUMMARY**

The current agreements with Cope Family Center fund a Child Abuse Prevention Council director and parent education, home visiting services and child care. Per the agreements, Cope will also provide emergency aid to families in the Child Welfare Services program and to at-risk families who call or come in to the Family Resource Center. Approval of the requested amendments will incorporate performance measures, decrease the maximum amounts, and revise the budgets accordingly for Fiscal Year 2006-2007.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	<p>The services being provided under Agreement No. 2731 are mandatory; however, the choice of contractor and level of funding is discretionary. The services are funded by the Children's Trust Fund. The Children's Trust Fund revenues are generated from birth certificate fees and donations specifically earmarked for the Children's Trust Fund and received together with individual's property tax payments.</p> <p>Services being provided under Agreement No. 3724 are funded by the Child Abuse Prevention, Intervention and Treatment (CAPIT), Community-based Child Abuse Prevention (CBCAP), and Promoting Safe and Stable Families (PSSF) allocations. While the services provided under Agreement No. 3724 are restricted by the funding sources, this activity is discretionary in that the decision to contract out the services and the choice of contractor are discretionary.</p>
Is the general fund affected?	No
Future fiscal impact:	Although the agreements terminate on June 30, 2007, the agreements contain an automatic renewal provision, which allows the County the option to continue these services in the following fiscal year. Appropriations will be budgeted accordingly.
Consequences if not approved:	<p>If Agreement No. 2731 is not approved, the County will be in violation of a State mandate concerning the Child Abuse Prevention Council, and corresponding revenue will not be drawn down from the Children's Trust Fund.</p> <p>If Agreement No. 3724 is not approved, the County will have to provide the services directly or contract with another provider, or else the funding will revert to the State.</p>
Additional Information:	The reduction in agreement No. 2731 is based on the recommendation of the Mental Health Board. The reduction in agreement No. 3724, is based on the results of a community needs assessment mandated by the California Department of Social Services (CDSS). HHS completed the required community needs assessment, and the services provided under this agreement have been adjusted to be consistent with the results of the assessment. However, Cope will not be reducing the services provided to families in the Child Welfare Services program or families in the community as a result of these reductions. Cope is fund raising to make up the difference in funding.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Agreement No. 2731:

The Child Abuse Prevention Council (CAPC) has operated in Napa County for more than 20 years. CAPC's primary function is to facilitate cooperative community-wide child protective efforts. CAPC has a steering committee with 12 members and a general council with 30 child welfare service agencies and community members. CAPC is operated by the COPE Family Center and its Board of Directors, which gives it full non-profit status. CAPC sets annual priorities based on current needs and trends identified by Napa County and the California State Office of Child Abuse Prevention. CAPC also pursues funding from other sources, including its own fundraising activities.

Agreement No. 2731 funds a Child Abuse Prevention Council director for the CAPC. Approval of the requested amendment will revise the Scope of Work to incorporate performance measures. Approval will also revise the budget to reflect a decrease in funding for Fiscal Year 2006-2007.

By direction of the Board of Supervisors, the Mental Health Board is responsible for receiving and approving applications for the use of Children's Trust Fund monies on an annual basis. On May 8, 2006 the Mental Health Board reviewed and approved the use of funds for this Agreement for Fiscal Year 2006-2007.

Agreement No. 3724:

This Agreement with the COPE Family Center is designed to help keep children safe from abuse and neglect and serve families experiencing a variety of difficulties. Funding comes from three allocations from the State -- Child Abuse Intervention Prevention and Treatment (CAPIT), Promoting Safe and Stable Families (PSSF), and Community-based Child Abuse Prevention (CBCAP). Under this Agreement, COPE provides classes in parenting for parents of infants and toddlers, home visitor services, and emergency assistance/child care services for families in the Child Welfare Services program. COPE also coordinates referrals to at-risk families who call or come in to the Family Resource Center. Approval of the requested amendment will revise the Scope of Work to incorporate performance measures, further delineate services and revise the budget to reflect a decrease in funding for Fiscal Year 2006-2007.

The Agency has an executed Business Associate agreement on file with this provider.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita